

# QDB - Quality Database



## User Guide

# QDB

## Points of Contact:

**For assistance:**

E-Mail: [dataqualityqdb@dla.mil](mailto:dataqualityqdb@dla.mil)  
Global (J6B Data Quality QDB (J6B))

**Call:**

Joann Germinder – Program Manager, (DSN) 661-4302

Therese Lirones – (DSN) 661-5460

Heather McKendrick - (DSN) 661-5836

Scott Smith – (DSN) 661-4398

Pat Vandeburg – (DSN) 661-4348

Roy Marko – (DSN) 661-4514

Brian Ramstrom – (DSN) 661-4439

Aug 2005

1. Go to the QDB Web site: <http://www.dlis.dla.mil/QDB>
2. Select the “Logged in” hyperlink:

**Defense Logistics Information Service**  
"A Defense Logistics Agency Activity"

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- DEMIL Codes

**Register for QDB**

- US Government Employees
- US Government Sponsored Contractors

**GIRDER**

**QDB** Welcome, you are not **logged in**.

**Home**

Welcome to the QDB web site. From this site you are able to [search](#) for QDB items and, if you are **logged in**, collaborate on those items.

**QDB Colloration Overview**

Step 1: Search for a NIIN.

Step 2: Choose your NIIN from the results.

Step 3: (Secure) Collaborate on a action for that NIIN.

Step 4: (Secure) Provide colloration details.

3. Enter your userid and password
  - a. If you are a registered user of Catalog Workload Tracking (CWT) you are automatically registered for QDB
  - b. If you are not registered, go to the registration site by clicking on the applicable link under the “Register for QDB” and follow the registration instructions

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**GIRDER**

- J2
- J3
- CAGE Status
- Code R

**Other Links**

WAFSUS

**QDB** Welcome, you are not [logged in](#).

**Login**

User Id:

Enter UserName and Password

Password:

**Warning!**

This is a Department of Defense (DoD) computer system. This computer system, including all related equipment, networks and network devices (Specifically Including Internet Access), are provided only for authorized U.S. Government use. DoD computer systems may be monitored for all lawful purposes, including to ensure that their use is authorized, for management to the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability and operational security. Monitoring includes active attacks by authorized DoD entities to test or verify the security of this system. During monitoring, information may be examined, recorded, copied & used for authorized purposes. All information, including personal information, placed on or sent over this system may be monitored.

**Password Links:**

- For password/userid problems, or to have your password reset, send an e-mail to [password@dlis.dla.mil](mailto:password@dlis.dla.mil)
- [Change Password](#)

4. After entering your userid and password press “enter” or select the “Login” button. Your Name will appear after Welcome. To begin you search you may select “Step 1” or either of the search links.

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WAFSUS

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**QDB Colloration Overview**

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Internet

5. At the “QDB Inquiry” page enter one or more of the following fields for which you want to search (NIIN, FSC, PICA, CAGE, Part Number or Project Name). **Note: \* (asterisk) is a wildcard card support indicator**

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**Other Links**

Questions? Ask Phyllis, Our Virtual Rep!

Welcome GE **YOUR NAME** ANN. [Logout](#)

**QDB**

Search

\* This item supports a 'wild card' search, add an asterisk (\*) as the first or last character to the data you know.

**NIIN**

**FSC**

**PICA**

**CAGE**

**Part Number(\*)**

**Project Name(\*)**

Search for:

Results per page:

6. NSNs that have already migrated to the BSM environment are clearly visible in **red** font
7. Select either “open item”, “closed items” or “all items” from the “Search for” drop down.
8. Using the drop down arrow select the amount of results you want to see per page.
9. Select the “Submit Inquiry” button



10. Select the NIIN to work or review by clicking on the “Details” hyperlink for that NIIN: Page 5 of 12  
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**Other Links**

- WebFUS

**QDB** Welcome GE [redacted] NIIN. [Logout](#)

**Search Result**  
PICA: kz  
Status: Open Items

1 - 30 of 295888 [Next >](#)

	FSC	NIIN	PICA
<a href="#">Details</a>	5340	000000060	KZ
<a href="#">Details</a>	4140	000000082	KZ
<a href="#">Details</a>	3830	000000096	KZ
<a href="#">Details</a>	4540	000000098	KZ
<a href="#">Details</a>	4130	000000147	KZ
<a href="#">Details</a>	6210	000000172	KZ
<a href="#">Details</a>	3030	000011241	KZ
<a href="#">Details</a>	3030	000011245	KZ
<a href="#">Details</a>	5220	000011255	KZ
<a href="#">Details</a>	5310	000011301	KZ
<a href="#">Details</a>	5305	000011367	KZ
<a href="#">Details</a>	6210	000011425	KZ
<a href="#">Details</a>	6210	000011431	KZ
<a href="#">Details</a>	6240	000011436	KZ

Internet

11. The following screen will be displayed for that particular NIIN along with all corresponding actions.

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- Search Result
- **NIIN Detail Report**

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**QDB** Welcome GE [redacted] NIIN. [Logout](#)

**NIIN Detail**  
FSC: 5340  
NIIN: 000000060

**Actions**

	Initiator	Project	Action Code	PICA Resp	Action Office
<a href="#">Details</a>	AUTO	BR2A PICA-PID-C-R2-APR06	REV	[redacted]	PICA - KZ

**Details**

**Comments**

12. The “NIIN Detail Report” hyperlink will generate a scrollable listing of all items received for that NIIN.

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**QDB** Welcome GT **YOUR NAME** V. Logout

**NIIN Detail Report**  
NIIN: 000011241 (3 Action(s))

**Action Id: 2233442**

**Initiator:** AUTO  
**Project:** AMSC/CC REV R2-MAY06  
**DIC:** REV  
**PICA Resp:**  
**Status:** PICA - KZ

[Details](#)

[Comments](#)

**Action Id: 9677713**

**Initiator:** AUTO  
**Project:** BR11C GIRDER R2-MAY06  
**DIC:** LCR  
**PICA Resp:**  
**Status:** PICA - KZ

[Details](#)

DRN	Value
000011241	000011241

Internet

13. From the QDB Inquiry screen, selecting the “Action Office” will allow visibility to the “Location” along with dates “In” and “Out”. This is more-or-less a history trail and corresponding dates relating to that action:

**QDB - Microsoft Internet Explorer provided by DLIS**

**Action Id** 3357395 [Close This Window](#)

Location	In	Out
QDB Team	03/20/2004	05/14/2004
Cataloging	05/14/2004	08/02/2004
Closed	08/02/2004	

14. By clicking the “Details” hyperlink you will be able to view all details for that action. This includes data elements, based on the action code, with any comments that may already be recorded for that action.

**QDB** Welcome **YOUR NAME** Logout

**NIIN Detail**  
FSC: 3030  
NIIN: 000011241

**Actions**

	Initiator	Project	Action Code	PICA Resp	Action Office
<a href="#">Details</a>	AUTO	AMSC/CC REV R2-MAY06	REV	<input type="button" value="PICA - KZ"/>	PICA - KZ
<a href="#">&gt; Details</a>	AUTO	BR11C GIRDER R2-MAY06	LCR	<input type="button" value="PICA - KZ"/>	PICA - KZ
<a href="#">Details</a>	AUTO	BR11C GIRDER R2-MAY06	LAR	<input type="button" value="PICA - KZ"/>	PICA - KZ

**Details**

DRN	Value
Part No	800H150L
RNCC	5
RNVC	9
CAGE	81300
ACTREQ	J2

**Comments**

15. “Other Links” will take you to a variety of information to help with your research.

**Other Links**

- WebFUS
- BNCIS
- E-Cataloging
- Data Integrity
- Challenge Program
- BSM Data
- Cleansing, NSN
- Cancellations
- DD Form 1685
- Designed by DLIS

Customer Service: 1-877-362-2265 or DSN 661-7766 Email: [DLIS.Support@dlis.dla.mil](mailto:DLIS.Support@dlis.dla.mil)  
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This Site Reviewed Quarterly  
Last Updated: Wednesday, May 25, 2005

16. Select “Concur” or “NonConcur” to the recommended action, make comments, and/or add new action requests. You can only concur/non concur if the Action Office is your location.

**QDB** Welcome **YOUR NAME** Logout

**NIIN Detail**  
FSC: 4130  
NIIN: 000000147

**Actions**

	Initiator	Project	Action Code	PICA Resp	Action Office
<a href="#">Details</a>	AUTO	BR11C GIRDER R2-SEP06	LAR	<input type="button" value="PICA - KZ"/>	PICA - KZ
<a href="#">Details</a>	AUTO	BR11C GIRDER R2-SEP06	LCR	<input type="button" value="PICA - KZ"/>	PICA - KZ

**Details**

**Comments**



17. If no further action is required select the “Save” button.  
If more research is required, or you need to work on the QDB item later, simply select the “Cancel” button.
18. If you concur or nonconcur to the action applicable to the item being worked but, have an additional action to create for that NSN, select the **“Save & Create Another Action ”** button

**Important Notes:**

- A Non-Concur will close the action and **WILL NOT** send any information to DLIS cataloging.
- A Non-Concur requires a comment.

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QDB  
Welcome **YOUR NAME** [Logout](#)

**Could not save action** [More...](#)

Collaboration  
NIIN: 000000147  
Action Id: 427221  
Collaboration Result: **Non-Concur**

Add A Comment

19. To select the additional action DRN from the “Action Code” pick list, click the drop down arrow.

NIIN: 000000082

To create a new Action choose the DRNs to be used for the Action, add a comment and click the 'Save' button. To save this action and create another action on this NIIN click the 'Save and Create Another Action' button.

Required DRNs have an asterisk \* next to them.

**Action Code**

Select an Action

- HDM - Test for Power Outage
- LAD - Add Data Element
- LAR - Add Reference Number**
- LCC - Change Characteristics
- LCD - Change Data Element
- LCR - Change Reference Number
- LCU - Change MOE Rule
- LDD - Delete Data Element
- LDR - Delete Reference Number
- LDU - Delete MOE Rule Number
- LKD - Cancel NSN Duplicate
- LKU - Cancel NSN Use
- LKV - Cancel NSN Invalid
- REV - Review
- TST - Test for Power Outage

Select an Action

20. The partial screen below shows the data elements that can be chosen as an action to change under the DRN “LAR”:

**Notes:**

1. (asterisk) denotes required fields (If a field you need is not visible – please send an email to [dataqualityqdb@dla.mil](mailto:dataqualityqdb@dla.mil) )
2. Please pay special attention to order of the DRN to ensure the accuracy of the data you enter.

To create a new Action choose the DRNs to be used for the Action, add a comment and click the 'Save' button. To save this action and create another action on this NIIN click the 'Save and Create Another Action' button.

Required DRNs have an asterisk \* next to them.

**Action Code**  
LAR - Add Reference Number

**DRNs**

* Part No	
* CAGE	
* RNCC	
* RNVC	
* DAC	
RNFC	
RNJC	
SADC	
ACTREQ	

**Comments**

21. After adding the additional action, the three choices still remain for your convenience, “Save”, “Save & Create Another Action”, and “Cancel”:

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To create a new Action choose the DRNs to be used for the Action, add a comment and click the 'Save' button. To save this action and create another action on this NIIN click the 'Save and Create Another Action' button.

Required DRNs have an asterisk \* next to them.

**Action Code**

LAR - Add Reference Number

**DRNs**

* Part No	
* CAGE	
* RNCC	
* RNVC	
* DAC	
RNFC	
RNJC	
SADC	
ACTREQ	

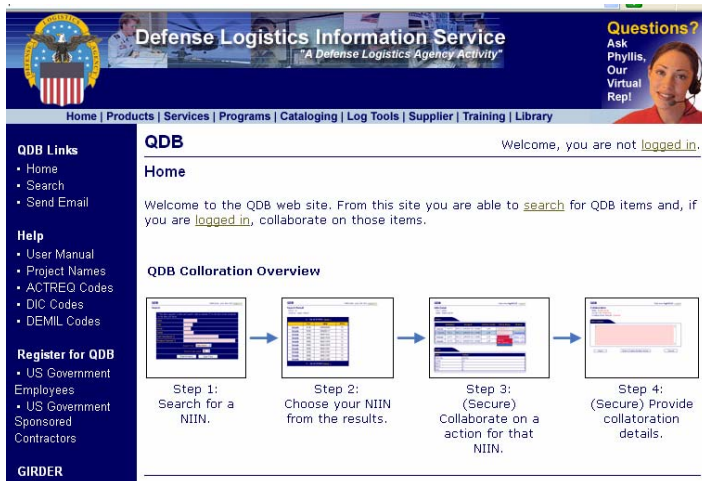
**Comments**

Save Save & Create Another Action Cancel

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This Site Reviewed Quarterly  
Last Updated: Monday, June 21, 2004

22. Important features of the QDB are the GIRDER and BINCs links available in the left, blue hyperlink.



23. Another important link is the “Data Integrity Challenge Program”. This link takes you to a short and simple form which allows you to challenge any action taken by DLIS as a result of automatic permissions or granted authorities for QDB projects. Fill out the form and select “Submit”. Your challenge is automatically emailed to the [dataqualityqdb@dla.mil](mailto:dataqualityqdb@dla.mil) for resolution.

24. QDB has several information links in the HELP area.

The screenshot displays the QDB web application interface. On the left is a navigation menu with 'QDB Links' (Home, Search, Send Email, Search Result, NIIN Detail Report) and 'Help' (User Manual, Project Names, ACTREQ Codes, DIC Codes, DEMIL Codes). The main content area shows four overlapping windows:

- DEMIL Codes**: A table with columns CODE and EXPLANATION. It lists 'A' for 'Non-MLI/Non-CCLI -- Demilitarization not required.' and 'MLI (Non-SME) --'.
- DIC Codes**: A table with columns CODE and EXPLANATION. It lists 'LAD' for 'Add Data Element' and 'LAR' for 'Add Reference Number'.
- Project Names**: A table with columns PROJECT NAME and DESCRIPTION. It lists 'AGAV/FEAT' for 'Special project to review the characteristics data by (DLIS) cataloging...' and 'AMC Comp' for 'AMC & AMSC are compared between FLIS and SAMMS...'.
- ACTREQ Codes**: A table with columns CODE and EXPLANATION. It lists 'B' for 'BSM review, other', 'F' for 'CAGE has Status Code of F. Location of company unknown.', 'H' for 'CAGE has Status Code of H. Company has been discontinued.', 'J' for 'GIRDER - Incorrect or inaccurate CAGE Code', and 'J1' for 'GIRDER - CAGE Code in error (Furnish new CAGE)'.

25. When you are finished using the Web QDB, close out as you would any Web application.

26. If you have any questions or need assistance please contact the QDB team by sending an email to [dataqualityqdb@dla.mil](mailto:dataqualityqdb@dla.mil) .